

OVERVIEW

Mission: To promote health and prevent disease among the residents and visitors of San Antonio and unincorporated areas of Bexar County through community health assessment, identification of unmet health needs, development of policies to meet those needs, and assurance that needs are met through the development of public-private partnerships and/or the direct provision of services.

Background: The San Antonio Metropolitan Health District is the single public agency charged by State Law, City Code and County Resolution with the responsibility for public health programs in San Antonio and unincorporated areas of Bexar County. Although the Health District is a City/County organization, administrative control is under the City of San Antonio and the District is operated as a City Department. Health District services include: preventive health services, health code enforcement, clinical services, environmental monitoring, animal care, disease control, health education, dental health, and maintenance of birth and death certificates.

Structure: The Director of Health serves as the chief executive officer of the Health District and is the Health Authority for Bexar County. As Health Authority, the Director is charged with administering state and local laws pertaining to public health within the district. The Director, in consultation with the City Manager, sets public health priorities and guides the overall District activities.

The Assistant Director of Health serves as the chief operating officer of the Health District and manages the day to day operations of the Health District as well as functions in fiscal control and planning and development. An additional Assistant Director position has recently been authorized to manage all clinical functions.

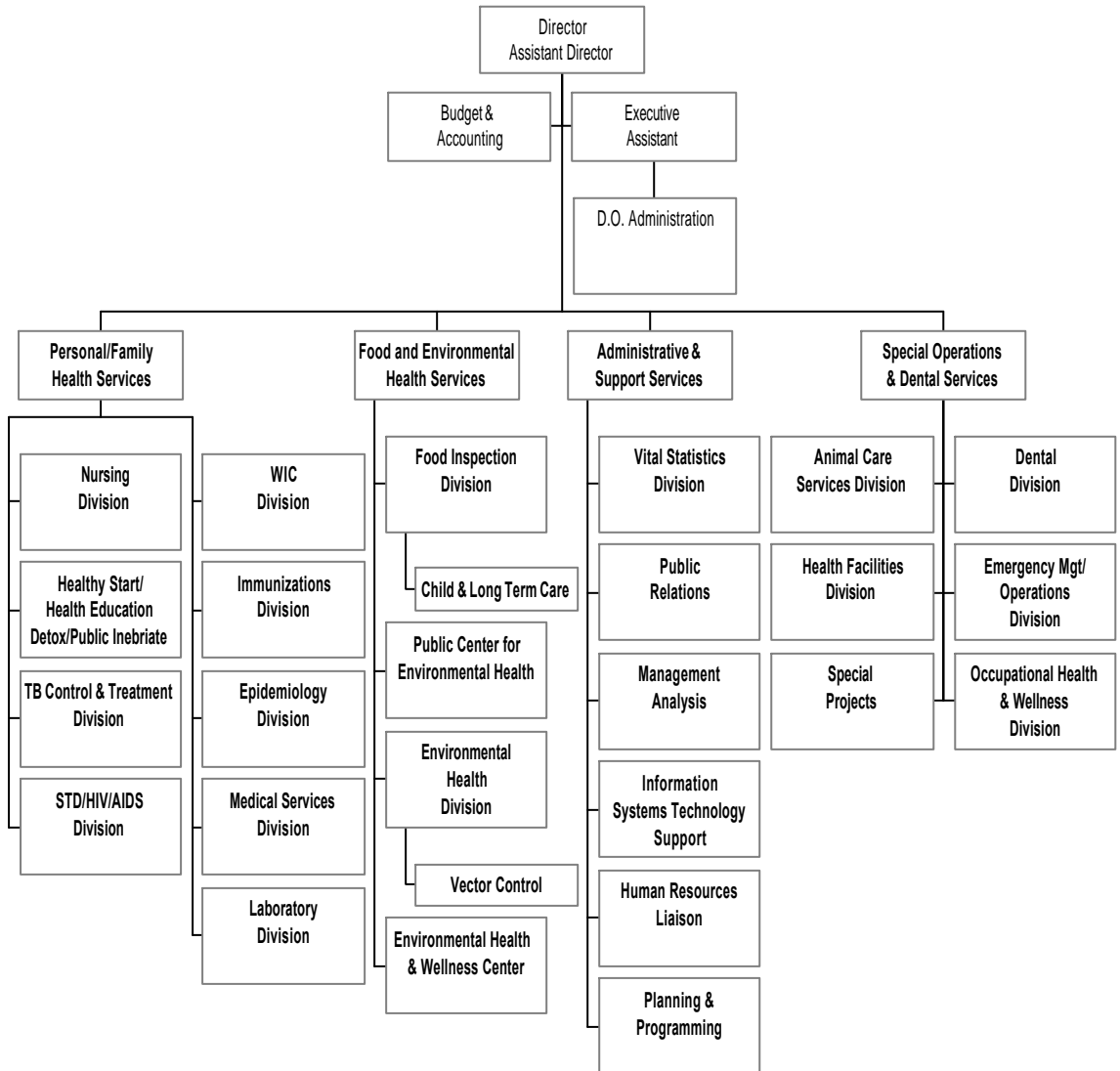
The Metropolitan Health District is presently organized into four service components for control and coordination of activities. An administrator who oversees activities and answers to the Director of Health manages each component. These four service components are:

- 1) **Administrative and Support Services**
- 2) **Food and Environmental Health Services**
- 3) **Personal/Family Health Services**
- 4) **Special Operations & Dental Services**

Note: All statistics in this document, unless otherwise indicated, were compiled from fiscal year 2002 data: October 1, 2001 to September 30, 2002.

ORGANIZATIONAL CHART

San Antonio Metropolitan Health District



ADMINISTRATIVE & SUPPORT SERVICES

Key Staff

Fernando A. Guerra MD, MPH, Director	☎ 207-8731
Frank Blalock, Assistant Director	☎ 207-8753
Vacant, Assistant Director for Clinical Services	☎ 207-8870
Charles Pruski, Executive Assistant	☎ 207-8757
Ramon Sanchez, Budget & Fiscal Officer	☎ 207-8721
Samuel V. Torres, Registrar of Vital Statistics	☎ 207-8815
Joseph Callahan, Public Relations Manager	☎ 207-8638
John Berlanga, Management Analyst	☎ 207-6976
Richard Condra, Personnel Liaison	☎ 207-8732
Debbie Drew, Department Systems Manager	☎ 207-5250
Theresa Gallagher, Senior Administrative Assistant	☎ 207-4218
Jason Porter, Administrative Assistant II	☎ 207-2816


The Administrative & Support Services component is managed by the Assistant Director of Health. Routine activities include general oversight of the District as well as responsibility for fiscal control, planning and development, community health assessment, information technology and public relations. This service component also contains the division that records and provides birth and death information to the public.

Office of the Director

The director's office is accountable for activities that provide overall direction and support for the operational functions of the District, as well as a leadership role in public policy development concerning emergency preparedness and the threat of bioterrorism.

Total Budget Administered FY 2003	\$9.3 Million
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Director


Fernando A. Guerra,
M.D., M.P.H.
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San Antonio, TX 78205
☎ 207-8731
 207-8999

Statistical Services/Vital Statistics Registry Division

This division is the official local repository of birth and death certificates for Bexar County, and it compiles and forwards annual birth and death data to the State Registrar. From one central location and four satellites certified copies of these documents can be provided to qualified applicants.

Birth Certificates Issued	83,912
Death Certificates Issued	103,284

Division Chief

Samuel V. Torres
719 S. Santa Rosa
Suite A
San Antonio, TX 78204
☎ 207-8815
 226-3539

Information Line

☎ 207-8754

FOOD AND ENVIRONMENTAL HEALTH SERVICES

Key Staff

Sam Sanchez, Chief	☎ 207-8853
Donald Sueltenfuss, Food Sanitation Services Mgr.	☎ 207-4079
Jim Clark, Senior Sanitarian	☎ 207-8856
Leonard Mechler, Vector Control Mgr.	☎ 921-6508
Linda Kaufman, Health Program Mgr.	☎ 434-1079
Vacant, Program Mgr., PCEH	☎ 207-8752

The Food and Environmental Health Services component is charged with providing an environmentally safe place for the residents and visitors of Bexar County. This service component consists of the Environmental Health Division, Environmental Health and Wellness Center, Public Center for Environmental Health, Food Inspection Division and Vector Control Division. The services provided include inspection of public facilities for conditions which may lead to injury or illness, physical screening of at-risk populations for environmental exposures, regular inspection of food establishments to prevent food borne illnesses, insect and rodent control on public property and interpersonal violence prevention education.

Environmental Health Division

The activities of this division include monitoring and ensuring a healthy environment for the residents and visitors of Bexar County. Environmental Health staff inspects public use facilities, mobile living parks, and public swimming pools for conditions which may lead to injury or illness. Staff also investigates complaints such as illegal dumping, water borne illness, sewage spills, and other public health issues. The division is also responsible for assessing water and air quality, and investigates the sources of lead exposure for children with elevated blood lead levels. In addition, the division has one staff person who collaborates with other City Departments and outside agencies to prevent interpersonal violence.

Environmental Health Inspections	35,938
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Vector Control Division (Insect & Rodent Control)

Vector borne diseases, primarily spread through mosquitoes and rodents, are controlled on public property through the use of integrated pest management and source reduction techniques. This division also eliminates bee infestations on public property.

Vector Control Inspections	104,442
Acres Sprayed for mosquitoes	65,320

Service Chief

Sam Sanchez, R.S.
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☎ 207-8853
☎ 207-8039

Division Chief

Jim Clark, R.S.
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☎ 207-8039

Division Chief

Leonard Mechler, R. S.
400 Culberson Avenue
San Antonio, TX 78225
☎ 921-6508

Administration:

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Suite 101
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☎ 207-8853
☎ 207-8039

Environmental Health and Wellness Center

The activities of this division include screening of at-risk populations for environmental exposures related to the former Kelly Air Force Base, providing environmental health education to defined populations, and serving as a resource center for the community on environmental contamination concerns. Meeting health education needs and improving access to health care are major program objectives.

Public Center for Environmental Health

The activities of this division include conducting scientific evaluations directed toward identifying health impacts from potential exposure to environmental contamination related to release of hazardous substances at the former Kelly Air Force Base. These evaluations will be used to assist the Air Force in determining the appropriateness of remedial actions or corrective measures to be taken at the former base, as well as around the community that may have been impacted by chemical contamination. The Center also supports activities at the Environmental Health and Wellness Center.

Food Inspection Division

Sanitarians in this division license and regularly inspect food establishments and other food vendors in San Antonio and the unincorporated areas of Bexar County. Included under this category are restaurants, retail grocery stores, bars, public and private school facilities, mobile vending units, and temporary food booths at special events. Large-scale food processing plants are also licensed and inspected. Any complaint received concerning an establishment is investigated and corrective action is taken when necessary, including issuance of citations and suspension of licenses. All construction plans filed with the City for new or remodeled food establishments are checked and approved prior to the commencement of construction. In addition, this division licenses and inspects custodial care operations in San Antonio and Bexar County.

Total Food Inspections	32,461
Re-inspections	2,861
Special Event Food Establishment Inspections	34,224

Program Manager
Linda Kaufman, M.S.N.,
R.N., C.S.
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📠 207-8039

Center:
☎ 434-0077

Program Manager
Kyle Cunningham
Building 180
Brooks City Base
San Antonio, TX 78235
☎ 532-5669
📠 532-3747

Division Chief
Donald Sueltenfuss, R. S.
332 W. Commerce Street
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San Antonio, TX 78205
☎ 207-4079
📠 207-8039

Mobile Food Inspection
Station
2323 Buena Vista Street
San Antonio, TX 78207
☎ 223-5903

PERSONAL/FAMILY HEALTH SERVICES

Key Staff


Linda Hook, Nursing Program Mgr.	☎ 207-8808
Melanie Ritsema, WIC Program Mgr.	☎ 225-1870
Allen Noah, HIV / AIDS / STD Program Mgr.	☎ 207-2437
Duane Cruz, TB Program Mgr.	☎ 207-8824
Roger Sanchez, Epidemiologist	☎ 207-8876
Mark Ritter, Immunization Program Mgr.	☎ 207-8790
Roger Pollok, Laboratory Mgr.	☎ 207-8747
Melanie Ritsema, Healthy Start Program Mgr.	☎ 299-5035
Ed Baca, Mental Health Program Mgr.	☎ 299-5035

The Personal/Family Health Services component coordinates and manages preventive health activities through the lifespan. This service component consists of eleven divisions and addresses the needs of San Antonio through a network of 27 clinics. The services provided include well child, prenatal, adult health, family planning, and immunizations. Also provided are nutritious foods and nutrition education to qualified women and their children less than 5 years of age enrolled in the Women, Infants, and Children Nutrition Program (WIC). Other activities include community-based services (case management, health education, health promotion and outreach programs) focusing on decreasing infant mortality and improving birth outcomes and the health of young families in San Antonio. This service component also operates program activities to help prevent infection and reduce the transmission of communicable diseases such as tuberculosis, sexually transmitted diseases and the HIV/AIDS virus.


Medical Services and Nursing Division

This division provides direct preventive health care services to San Antonio residents. The activities are fully integrated and fall into four main functions: well child, prenatal, adult health and family planning. In addition, the Nursing Services Division acts as a consultant to the contract agency that furnishes health services to arrestees held at the Municipal Detention Center.

Division Chief

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Administration:

☎ 207-8803
 207-6983

Well Child Clinics provide regular health maintenance check-ups for children from birth to 18 years of age. Services include screenings for development, growth, blood pressure, anemia, vision, and hearing. Children are given physical assessments, immunizations, and age-appropriate nutrition, safety and development counseling. The Texas Health Steps (THSteps) program formerly known as the Early Periodic Screening, Diagnosis and Treatment (EPSDT) program is incorporated into this clinic.

Well Child Visits	17,608
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Maternity Clinics offer prenatal care to pregnant woman. Services include laboratory testing, physical exams, screenings, guidance and education. Case management is available to help high-risk pregnant women, post-partum women, and infants with medical and social assistance services.

Maternity Visits	25,556
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Family Planning Clinics offer services to women and men of reproductive age who want to postpone pregnancy through the use of a contraceptive method. Pregnancy testing is available on a walk-in basis.

Family Planning Visits	15,184
Community Education Session Participants	25,446

Adult Health

Women's Wellness Clinics provide preventive health care for adults in all stages of life. Services for men and women include health assessments, health screenings, immunizations, education, and case management. Physical exams, Pap smears, pelvic exams, and mammography are available for women.

Other Preventive Health services are available through the clinics. These services include glucose and cholesterol screenings.

Adult Health Visits	4,523
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Public Inebriate Program in the Municipal Detention Center provides 24 hr. medical attention to detainees at the facility with special attention given to public inebriates. A contractor manages direct patient care services and day to day operations. The Health District oversees the administration of the program.

Public Inebriates	6,605
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Healthy Start Division

This division provides community based services (case management, health education, health promotion and outreach programs) focusing on decreasing infant mortality and improving birth outcomes and the health of young families in San Antonio. Division activities support the goals and objectives of the HRSA Healthy Start grant awarded to SAMHD in 2001.

Division Chief

Melanie Ritsema, RN
1325 N. Flores Street
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San Antonio, TX 78212
299-5035
 299-5051

Case Management provides home visits to pregnant and postpartum women and infants. The program includes a comprehensive assessment of the client and family needs, the development and implementation of a course of action or service plan for meeting those needs, and monitoring and modifying the plan as needed. In addition, case managers assist clients and their families in overcoming barriers to services, provide resource and referral information, and monitor the client and family attendance at scheduled visits with physicians, clinics, WIC and other providers.

Targeted Case Mgt – Clients Enrolled	1,187
Targeted Case Mgt – Client Home Visits	1,584

Outreach activities are conducted in the census tracts targeted in the Healthy Start grant. These census tracts have historically contained high numbers of infants at risk for poor birth outcomes as evidenced by numerous health indicators including infant mortality rates in excess of 14/1000 births, high numbers of women entering prenatal care after the first trimester, close inter-conceptional intervals and low birth weight infants. Outreach activities will begin March 1, 2002 and will include neighborhood sweeps, collaboration with neighborhood businesses, agencies, schools and churches and follow-up of women who have been non-compliant with clinical services. The families are referred to appropriate case management programs and community agencies in accordance with their needs and risk levels.

Health Education provides educational presentations, training, and resources to promote healthier living. Presentations are given at schools, work sites, and community organizations on topics that include teen pregnancy prevention, abstinence education, maternal health, family planning, and chronic disease prevention.

Title V Population Presentations	118
Title V Population Participants	25,416
Title V Promotional Activities	129

Youth Opportunities provides young people with the information that they need to tackle some important challenges of life: sexual abstinence, responsibility of parenthood, and healthy behaviors. It also helps link young parents with appropriate social services.

Number of Intakes	1,031
Number of Referrals	2,079
Total Active Health Members	3,866

Social Detox Program is a collaborative effort between the Health District and The Patrician Movement. The Texas Commission on Alcohol and Drug Abuse funds this residential program which provides medical, physical, and psychological support to individuals who are experiencing withdrawal due to the cessation or reduction in alcohol and/or substance abuse.

Social Detox – New Admissions	456
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Women, Infants and Children Nutrition Program Division (WIC)

The Special Supplemental Nutrition program for Women, Infants, and Children provides nutritious foods & nutrition education to qualified pregnant, breast-feeding and post-partum women and to children less than 5 years of age throughout the county. WIC also provides immunizations to the children enrolled in the program.

Women, Infants, & Children (WIC) Participant Visits	757,920
Average Monthly WIC Participants	63,160

Division Chief

Melanie Ritsema, R.N.
2322 Buena Vista Street
San Antonio, TX 78207
☎ 225-1870
📠 226-2356

WIC Central
Appointments & Information
☎ 225-0213

Immunization Division

This program provides routine childhood, adult and travel immunizations to a host of community partners including Well Child Clinics, WIC, the downtown Immunization Clinic, daycare centers and Headstart Programs. Routine immunizations are available on a walk-in basis during scheduled clinic days around the city. The Infant Action Program educates parents in the community about benefits of immunizations through promotional events and health fairs. This division is also responsible for disease surveillance and outbreak control.

Division Chief

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📠 207-8882

Automated Information
☎ 207-8750

Fee-For-Service Foreign Travel And Adult Immunizations are provided at the downtown clinic located at 345 W. Commerce (207-8872) and at a new location 8523 Blanco (and West Avenue, 207-6150). An automated immunization registry is in use for record keeping and vaccine inventory.

Immunization Doses Administered by Health District	161,970
Immunization Doses Administered by Private Providers & Other Public Agencies through Vaccines For Children Program	128,079

Epidemiology Division

This section receives weekly updates on “reportable” illnesses and injuries submitted by local health providers and forwards this information to the state health authorities. Additionally, the epidemiology staff tracks and provides necessary information to other units within the health department who initiate the interventions to contain the outbreak events.

TB Division

The Tuberculosis (TB) Program operates a clinic for the diagnosis, treatment, and prevention of tuberculosis and has an active Directly Observed Therapy (DOT) field staff, which delivers daily doses of prescribed TB medications to patients.

Tuberculosis Clinic Visits	7,651
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HIV / AIDS / STD Program Division

The HIV Program offers confidential blood testing for the virus that causes AIDS and on-going counseling, case management, surveillance and education services. The Sexually Transmitted Disease (STD) Program at the Clinic provides testing, diagnosis and treatment for sexually transmitted diseases. It also makes field investigations for partner notification.

The Health District also serves as the Administrative Agency for a State grant program which provides ambulatory medical services and emergency assistance to persons with HIV / AIDS.

Division Chief

Roger Sanchez
332 W. Commerce Street
Suite 202

San Antonio, TX 78205

 207-8876


 207-8807

Main Number:

 207-8790


Duane Cruz

814 McCullough Avenue
San Antonio, TX 78215

 207-8824

 207-8807

Clinic:

 207-8826


 207-8823

Division Chief

Allen Noah

910 San Pedro

San Antonio, TX 78212

 207-2437

 207-8798

Case Management:

 207-8700

STD Clinic:

332 W. Commerce Street
Suite 104

San Antonio, TX 78205

 207-8830

 207-8807

HIV Tests	4,566
Sexually Transmitted Diseases (STD) Clinic Visits	11,212

Public Health Laboratory Division

The Health District operates a regional laboratory for the Texas Department of Health, which supports the clinical and environmental services of the Health District and surrounding counties.

Serology Tests	36,137
Clinical Microbiology Tests	109,876
Clinical Chemistry Tests	310,770
Environmental Microbiology Tests	28,278
Environmental Chemistry Tests	2,928

Division Chief

Roger Pollok, B.S.
332 W. Commerce Street
Suite 201

San Antonio, TX 78205

 207-8747

 207-2159

Laboratory:

 207-8820

SPECIAL OPERATIONS AND DENTAL SERVICES

Key Staff

Donald Morse, DDS, Chief	☎ 207-8895
James Hardin, Health Facilities Mgr.	☎ 207-8849
William Lammers, DVM, Veterinary Svcs. Mgr.	☎ 207-6652
Jorge A. Flores, M.D., M.P.H., Occupational Health Program Mgr.	☎ 207-8890
Lee Lopez, Occupational Health Program Supv.	☎ 207-8890


This function is charged with the responsibility of providing dental health services for qualified residents of the Health District and overseeing other specialized services that support the overall operation of the Health District. The services provided by this division include dental treatment, education and screening including indigent children and pregnant women. In addition to dental services, this unit: oversees facilities maintenance and construction activities; maintains a delivery system for supplies, correspondence, laboratory specimens and vaccines; operates an in-house print production workshop; and oversees the Animal Care Services Division and also the Occupational Health and Wellness Program. Other special projects or ongoing responsibilities are additionally managed as they may occur.

Dental Health Division


This division provides sliding fee dental health treatment, education, and counseling for indigent children, adolescents, and adults. Dental care is given to expectant mothers referred from District prenatal clinics.

Dental Visits	18,285
Fillings	4,535
Extractions	922
Crowns	91
Prophy/Fluoride Treatments	3,152

Service Chief

Donald Morse, D.D.S.
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 207-8999

Division Chief

Donald Morse, D.D.S.
332 W. Commerce Street
Suite 307
San Antonio, TX 78205
☎ 207-8895
 207-8999

Dental Information:

☎ 207-8895

Health Facilities Division

The Health Facilities Division provides for the maintenance, custodial service, and building operations for all facilities used by the Health District. It also conducts grounds maintenance, and oversees contracts with local contractors for logistical, construction, and supportive services. A central print shop supports Health District activities. Courier van service links the Health District's neighborhood clinics and service sites by delivering vaccines, and transporting lab specimens, supplies, and documents.

Square Feet Custodial Maintenance	242,831
Acres Grounds Maintenance	16.5
Copies Made by Print Shop	8,759,975
Courier Miles Driven	70,133

Division Chief

James Hardin
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San Antonio, TX 78205
☎ 207-8849
📠 207-8771

Emergency Management/Operations Division

This unit is charged with the responsibility of coordinating any emergency operation activities assigned to the Health District. The unit manager sits on the Local Emergency Planning Committee, which is active in the event of weather, hazardous material, or civil aviation disasters.

Division Chief

Thomas Fletcher
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☎ 207-8752
📠 207-8999

Animal Care Services Division

The Animal Care Services Division impounds stray, neglected, unwanted and abandoned animals. It provides for the return of lost pets, purebred rescue, adoption and humane euthanasia of injured, unwanted and unclaimed animals. Additionally, this division vaccinates and licenses pets, inspects pet shops, investigates reports of dangerous animals, animal cruelty and enforces rabies prevention and City, County and State Animal Codes. It also has a system in place to scan all impounded animals for implanted identification microchips.

Division Chief

William Lammers, D.V.M.
210 Tuleta Street
San Antonio, TX 78212

Administration:

☎ 207-6652
📠 737-6995

Phone Calls To Animal Care From Citizens	69,230
Animals Euthanized	40,247
Animals Adopted Out Of Facility	1,960
Animal Bite/Rabies Observations	1,904

Occupational Health and Wellness Program Division

This program provides pre-employment and return to work physicals, treatment for minor on-the-job injuries, and oversees the Injury Surveillance/Prevention Project for city employees. It also coordinates the Department of Transportation mandated drug-screening program and conducts periodic fire and police physicals.

Occupational Health Physical	1,584
Health Assessment Visits	2,616
Fitness for Duty Exams	104
First Aid Visits	66

Division Chief

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Clinic:



207-8890

207-8902